

Administration & Finance Committee

Minutes of the Meeting on
February 2, 2022

**Village of Homer Glen
14240 W 151st Street, Homer Glen, IL 60491
Community Room**

1. Call to Order.

The meeting was called to order at 4:05 p.m. by Mayor George Yukich.

2. Pledge of Allegiance to the Flag.

3. Roll Call.

Members present at 4:05 p.m. were Mayor George Yukich, Trustee Rodgers, Trustee Dan Fialko, Trustee Ruben Pazmino, Interim Village Manager Matt Walsh and Finance Director John Sawyers.

Also Present: Development Services Director Mike Salamowicz, Chief Building Official Joe Baber, Superintendent of Parks & Facilities John Robinson and Director of Planning and Zoning Melissa King via telephone.

Members absent: None

4. Approval of Amendments to the Agenda.

- a) Trustee Rodgers stated she would like to make an amendment to the agenda. She would like Item 9.h moved to the top to be discussed first.

5. Approval of Minutes.

- a) January 5, 2022

Mayor Yukich stated that the minutes from the January 5, 2022 Administration & Finance Committee meeting were being presented for approval.

Trustee Rodgers made a motion to approve the minutes from the January 5, 2022 Administration & Finance Committee meeting; seconded by Trustee Pazmino. The motion passed unanimously.

Trustee Pazmino stated he would like an amendment made to the to the January 5, 2022 minutes regarding item 9.l. stating that there would be no long-term contract with a cleaning service and would be limited to the amount of the lowest quote.

6. Public Comment.

Former Homer Glen Mayor Russ Petrizzo stated he wanted to discuss an item that is on today's A&F Agenda-Item 9.h. For the record this item is the IGA Intergovernmental Agreement Between the Village of Homer Glen and the Forest Preserve District of Will County Regarding the Construction of a Trail Connection at

the Intersection of Bell Road and Mackinac Road, to the FPDWC's Spring Creek Greenway Trail. Former Homer Glen Mayor Russ Petrizzo stated this is a safety issue and that it is very dangerous not having the trail connection. Trustee Fialko asked if this was a budgeted item. Development Services Director Salamowicz stated yes.

7. Reports and Communications from Staff.

a) *Interim Village Manager*

1. Interim Village Manager Walsh stated he had no report.

b) *Finance Director*

1. Finance Director Sawyers provided the Village's revenue charts for January. He shared the data collection for Sales, Tax, Homer Rule Sales Tax, Income Tax, Use Tax, Gaming Taxes and Motor Fuel Tax. Trustee Fialko asked Finance Director Sawyers to explain the use tax. Finance Director Sawyers explained the use tax in more detail.

c) *Development Services Director*

1. Development Services Director Salamowicz stated there will be an RFP for the Fiddymont Creek sanitary sewer project. Trustee Fialko asked if this was the same project that was discussed last time that was tied to the covid funds. Development Services Director Salamowicz stated yes.

8. Old Business

a) Trustee Fialko asked for a status on the Roof RFP. Interim Village Manager Walsh stated the RFP will be posted this week with a deadline of late March or Early April.

9. New Business.

b) IGA Consider a Motion to Recommend Approval of an Intergovernmental Agreement Between the Village of Homer Glen and the Forest Preserve District of Will County Regarding the Construction of a Trail Connection at the Intersection of Bell Road and Mackinac Road, to the FPDWC's Spring Creek Greenway Trail.

Trustee Pazmino made a Motion to Recommend Approval of an Intergovernmental Agreement Between the Village of Homer Glen and the Forest Preserve District of Will County Regarding the Construction of a Trail Connection at the Intersection of Bell Road and Mackinac Road, to the FPDWC's Spring Creek Greenway Trail; seconded by Trustee Fialko. The motion passed unanimously.

Trustee Fialko asked where exactly the trail would be. Development Services Director Salamowicz stated there is an existing Forest Preserve Trail that is on the West side of Bell Road so there would be a cross walk at Mackinac Road and Bell Road. Chief Building Official Joe Baber asked if there would be lights at the crossing point. Development Services Director Salamowicz stated that was not part of the initial plan but it could be something that could be added. Trustee Rodgers stated that she spoke with a non-profit organization to find out if this project could qualify for a grant and they told her yes. Trustee Rodgers stated paperwork will need to be filled out and it would not be for the full amount. Development Services Director Salamowicz stated the Village budgeted \$50,000 for the project. Trustee Fialko asked if this project is only connecting trails. Development Services Director Salamowicz stated yes. Former Homer Glen Mayor Russ Petrizzo stated right now without the trail connection people are just cutting across instead of walking to the corner because it would be dangerous to walk on Bell Road with all the traffic. Trustee Rodgers stated this trail connection would benefit many residents in different areas because there are several individuals cutting across from different neighborhoods.

- a) Consider a Motion to Recommend Approval of the Village's December Legal Bills from Mahoney, Silverman & Cross, LLC in the Amount of \$4,426.00

Trustee Rodgers made a Motion to Recommend Approval of the Village's December Legal Bills from Mahoney, Silverman & Cross, LLC in the amount of \$4,426.00; seconded by Trustee Fialko. The motion passed unanimously.

Trustee Rodgers stated she would like both Law Firms to specifically name who from the Village they are speaking to. She stated if the law firms spoke to a trustee, she would like the name of the trustee listed on the legal bill. Trustee Fialko asked if it matters which Trustee it is. Trustee Rodgers stated yes that if she sees something on the legal bill that she has questions on she can go to the specific trustee to ask them for free instead of contacting the attorney and being charged. Trustee Pazmino stated he is okay with having the name of the Trustee added as it would provide full transparency. Trustee Fialko stated he would like more detail from both law firms without disclosing anything confidential. Trustee Pazmino stated he would like to know if the law firm charges more for more detail added to the invoices. Interim Village Manager Walsh stated he will find out.

- b) Consider a Motion to Recommend Approval of the Village's December Legislative Attorney Bills from Odelson, Sterk, Murphey, Frazier & McGrath in the Amount of \$6,201.25.

Trustee Pazmino made a Motion to Recommend Approval of the Village's December Legislative Attorney Bills from Odelson, Sterk, Murphey, Frazier & McGrath in the amount of \$6,201.25; seconded by Trustee Fialko. Trustee Rodgers voted no. The motion passed.

The committee stated all the information they discussed for 9.a stands for 9.b as well.

- c) Consider a Motion to Recommend Approval of the Reduction of the Letter of Credit for the Culvers Development near the Northeast Corner of 143rd Street and Bell Road.

Trustee Rodgers made a Motion to Recommend Approval of the Reduction of the Letter of Credit for the Culvers Development near the Northeast Corner of 143rd Street and Bell Road; seconded by Trustee Pazmino. The motion passed unanimously.

Trustee Fialko asked Development Services Director Salamowicz to explain the LOC(Letter of Credit) process. Development Services Director Salamowicz explained the process.

- d) Consider a Motion to Recommend Authorizing Village Staff to Restructure the Planning & Zoning Department, including the Elimination of the Senior Planner Position, Hiring of an Assistant Planner and Providing Pay Adjustment to the Administrative Assistant.

Trustee Rodgers made a motion to Recommend Authorizing Village Staff to Restructure the Planning & Zoning Department, including the Elimination of the Senior Planner Position, Hiring of an Assistant Planner and Providing Pay Adjustment to the Administrative Assistant; seconded by Trustee Pazmino. The motion passed unanimously.

Trustee Rodgers stated kudos to staff for saving the village money with the new proposed restructure. Trustee Fialko asked for more clarification about the positions. Director of Planning & Zoning Director King explained the positions.

- e) Consider a Motion to Recommend Authorizing Village staff to fill the Part-time Seasonal Code Compliance Officer Position.

Trustee Rodgers made a Motion to Recommend Authorizing Village staff to fill the Part-time Seasonal Code Compliance Officer Position; seconded by Trustee Pazmino. The motion passed unanimously.

Trustee Fialko stated he would like to give everyone the help they need. He then asked Chief Building Official Joe Baber how many staff members he has and if someone else on staff could assist. Chief Building Official Joe Baber stated One. Trustee Fialko stated he thought the Building Department had more staff. Chief Building Official Joe Baber stated he has one full time Code Compliance Officer and other team members that have other duties they are responsible for. Chief Building Official Baber stated the full time Code Compliance Officer is also

helping with inspections. Chief Building Official Joe Baber stated we need this part-time position to assist in the summer months. Chief Building Official Baber stated back in 2020 when they had a part-time Code Compliance Officer the Village was able to be more efficient in keeping up with the calls regarding the code violations for weeds and grass cutting. Chief Building Official Baber stated the former part-time Code Compliance Officer worked the entire year; this request is only for the summer months which would cost less than was budgeted.

- f) Consider a Motion to Recommend Adoption of Resolution #22-XXX, The adoption of the Will County All Hazards Mitigation Plan.

Trustee Pazmino made a Motion to Recommend Adoption of Resolution #22-XXX, The adoption of the Will County All Hazards Mitigation Plan; seconded by Trustee Rodgers. The motion passed unanimously.

- g) Consider a Motion to Recommend the Purchase of a 2021 Rice Equipment Trailer for \$6,800.00

Trustee Rodgers made a motion to Recommend the Purchase of a 2021 Rice Equipment Trailer for \$6,800.00; seconded by Trustee Pazmino. The motion passed unanimously.

Superintendent of Parks & Facilities Robinson stated this trailer is needed to perform the duties of their jobs. Trustee Fialko asked if the Village looked into purchasing used trailers. Superintendent of Parks & Facilities Robinson stated no because he doesn't feel used trailers would hold up for our needs. Trustee Rodgers asked if this trailer has its own Vin number. Superintendent of Parks & Facilities Robinson stated yes. Trustee Fialko asked if the trailer was made in the USA. Superintendent of Parks & Facilities Robinson stated yes.

10. Adjournment.

Motion by Trustee Fialko; seconded by Trustee Pazmino to adjourn. Motion carried. The meeting was adjourned at 4:58p.m.

Respectfully Submitted:


Gina Spino

Finance Analyst